

## MEETING MINUTES

<b>Project Name:</b> IPRS	<b>Doc. Version No:</b> 1.0	<b>Status:</b> Final
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**Meeting Name:** IPRS Core Team Meeting  
**Facilitator:** Thelma Hayter, DMH  
**Scribe:** Sara Parks  
**Date:** 9/29/04  
**Time:** 10 - 11 a.m.  
**Location:** Crossroads, Conference Room 3

**IPRS Core Team Attendees:**

x Sharlene Bryant  
 Bobby Minish  
 x Cathy Bennett  
 Cheryl McQueen  
 Deborah Merrill  
 Gary Imes  
 x Joyce Sims  
 x Paul Carr  
 Rick Debell  
 x Thelma Hayter  
 Jeffrey Poole

**Others:**

Tim Sullivan  
 X Kellie Fessler  
 x Sandy Flores  
 Myran Harris  
 X Sara Parks  
 x Mike Frost  
 x Christie Harris  
 x Tim Gwyn

**Attendees:**

x Alamance-Caswell	x Onslow
Albemarle	OPC
x Catawba	x Pathways
x Centerpoint	Pitt
x Crossroads	Riverstone
x Cumberland	x Roanoke-Chowan
x Durham	x Rockingham
x Eastpointe	x Sandhills/Randolph
x Edgecombe-Nash	x SE Center
x Foothills	x SE Regional
Guilford	x Smoky Mountain
X Johnston	x Tideland
x Lee-Harnett	x VGFW
x Mecklenburg	x Wake
x Neuse	x Western Highlands
x New River	x Wilson-Greene

**Agenda:**

<b>Item No.</b>	<b>Topics</b>
1.	<b>Division and EDS Review</b> <b>Upcoming checkwrites:</b> Oct. 1, 8, 15 <b>Tim Sullivan:</b> Update Medicaid issues <b>BugCentral Status</b> <b>Key CSRs</b> <b>Operations Support:</b> File Maintenance, Security, and Help Desk <b>Area Programs joining this week:</b>
2.	<b>Area Programs</b> Roll call Review Sept 17th checkwrite results Questions/comments about Upcoming checkwrites Oct 1, 8, 15. Agenda items Approve 9/8 minutes for posting Reminder: Please let us know when you have completed your attending provider enrollments so the Division can start entering the Federal I-SATS ID for SA Providers. Substance Abuse Treatment Facility Locator web page <a href="http://findtreatment.samhsa.gov/">http://findtreatment.samhsa.gov/</a> Non-profit Web Pages <a href="http://www.irs.gov/charities/page/">http://www.irs.gov/charities/page/</a> or <a href="http://www.secretary.state.nc.us/corporations/">http://www.secretary.state.nc.us/corporations/</a> Attending Provider enrollment needs to be complete by 9/30. In a FARO session it was brought up that Rick will send out a spreadsheet for provider rates. CMECD – The Division has decided the risk assessment score on the ASQ:SE will be optional for FY04-05 effective July 1, 2004. IPRS Questions or Concerns Tim Sullivan & Christie Harris – MMIS Updates-Status on EOB 7000 adjustments Medicaid Questions or Concerns Any other area program questions/comments DMH and/or EDS concluding remarks

**Next Meeting: October 6, 2004**

**For assistance with IPRS claims, adjustments, R2Web, accessing application, etc., call the IPRS Help Desk – 1-800-688-6696, ext 53355, M-F, 8 a.m.-4:30 p.m., excluding holidays.**

**ADMINISTRATION NOTES (10 a.m. DIVISION AND EDS REVIEW)**

<b>Item No.</b>	<b>Topics</b>
1.	<b>Upcoming Checkwrites:</b> Oct 1, 8, 15
2.	<b>Tim Sullivan-</b> Update Medicaid issues - EOB 7000. They will not finalize this week. Will see adjustment request if test results approved.
3.	<b>Bug Central Status:</b> 8 bugs: 6 in customer review, 2 in process
4.	<b>Key CSRs:</b> Thelma would like a report that displays completed CSR
5.	<b>Operations Support</b> – File Maintenance, Security –

**ADMINISTRATION NOTES (10:30 a.m. AREA PROGRAMS CONFERENCE CALL)**

<b>Item No.</b>	<b>Topics</b>
1.	<b>Roll Call</b> (See page 1 for meeting AP participants) (Please mute phones or refrain from excess activity to help with communications.)
2.	Questions/Comments about upcoming checkwrites: Oct 1, 8, 15

ADMINISTRATION NOTES (10:30 a.m. AREA PROGRAMS CONFERENCE CALL)

**Item  
No.**

**Agenda items**

**Approve 9/8 minutes for posting**

**Reminder:** Please let us know when you have completed your Attending Provider enrollments so the Division can start entering the Federal I-SATS ID for SA Providers. Completion date we are aiming for is 9/30/04. Thank you to those who have let us know you have completed enrollment. Send notices to Q & A email address.

Q: What generates the Federal – ISAT ID?

A: Number is generated when information is entered into the Federal database.

Q: What specific information do we need to send you when we are finished enrolling our SA Providers?

A: Organization name, number, specialty, and type.

Substance Abuse Treatment Facility Locator web page <http://findtreatment.samhsa.gov/>

Non-profit Web Pages <http://www.irs.gov/charities/page/> or <http://www.secretary.state.nc.us/corporations/>

Attending Provider enrollment needs to be complete by 9/30. In a FARO session it was brought up that Rick will send out a spreadsheet for provider rates. You will need to respond if you want individual rates for provider or the state rate.

CMECD – The Division has decided the risk assessment score on the ASQ:SE will be optional for FY04-05 effective July 1, 2004. Susan Robinson will contact you about questionnaire, training, and cost for materials.

**IPRS Questions or Concerns –**

Q: When changing addresses, do you have to automatically request a new license for that new address?

A: You need to ask facility services.

Q: At FARO sheets for handouts were small and we were told they would send out bigger sheets. Any word on this:

A: Thelma will check with Gary.

Q: Provider contracts have ended and we're trying to end date this information however the screen is asking for required fields to be completed. Is there any way around this?

A: Send to Q & A and Deborah will answer this one.

Q: Where do we enter rates?

A: Rick will be sending a spreadsheet for you to fill out and return back to him. Watch for his email.

Q: Can we start negotiating rates with providers?

A: Yes

Q: Will there be an official memo on the ASQ:SE requirement being optional this year?

A: No – Thelma is going to send an email.

**Tim Sullivan & Christie Harris** – MMIS Updates, EOB 7000. They will not finalize this week. Will see adjustment request if test results approved.

**Medicaid Questions or Concerns**

Q: Who do I contact at Value Options regarding OTR?

A: Sherry Schwartz

**ADMINISTRATION NOTES (10:30 a.m. AREA PROGRAMS CONFERENCE CALL)**

Item No.	Topics
4	<b>Any other area program questions/comments:</b>
5	<b>DMH and/or EDS Concluding Remarks:</b> Sara Liles will be conducting next weeks meeting. Cheryl and Thelma will be in all day meeting.

**Action Items**

Item No.	Open Date	Description	Assigned To	Comments	Status	Target Date
AI#.						

**Issue Items**

Item No.	Open Date	Description	Assigned To	Comments	Status	Target Date
II1.						